

Mr. Schein

A G E N D A

MEETING OF BOARD OF TRUSTEES DEC. 7, 1967

- 1 - Minutes of the last meeting
- 2 - Treasurer's Report Mr. Cooper
- 3 - Victoria Foundation Grant for 1968 Dr. Wood
- 4 - Report of Personnel Policies Committee Mr. Merdinger
- 5 - Report of the Case Committee Mr. Schein
- 6 - Biennial Report Dr. Wood
- 7 - Adjournment

FAMILY SERVICE BUREAU
Statement Month Ending October 31, 1967

CASH RECEIPTS

	<u>October</u>	<u>10 Months</u>	<u>Year 1967</u>
Balance	\$ 0.00	(\$ 1,665.51)	(\$ 1,665.51)
Welfare Federation	7,117.00	71,714.00	86,000.00
Turrell Fund	0.00	7,500.00	7,500.00
Victoria Foundation	0.00	11,500.00	11,500.00
Income from Investments	473.92	5,612.61	6,700.00
Christmas Fund	0.00	10,354.00	10,354.00
Fee Service	803.19	6,480.19	7,500.00
Membership	0.00	75.00	800.00
Project Enable	2,752.95	12,944.51	15,809.00
Project Seed	1,685.24	6,739.72	10,000.00
Project Team	1,800.00	3,130.43	0.00
Sale of Services	594.00	2,574.00	3,744.00
Miscellaneous Income	0.00	526.00	500.00
	<u>15,226.30</u>	<u>137,484.95</u>	<u>158,744.10</u>

Total Income for 10 Months \$137,484.95

Total Disbursements for 10 Months 134,176.09
\$ 3,308.86

Add: Annuity payments advanced in 1966
 repaid by employees in 1967 122.22
 Dividend received in 1967 in checking a/c
 classified as 1966 income 64.00
 H.J. Tax deducted from employee
 but not yet forwarded 31.50
 United Appeals deductions
 not yet forwarded 31.80
\$3,856.38

Less: Annuity payments advanced in 1967
 not yet repaid by employees 285.60

Balance on Hand - October 31, 1967 \$3,570.78

DISBURSEMENTS

	<u>October</u>	<u>10 Months</u>	<u>Year 1967</u>
Salaries - Professional	\$ 7,931.03	\$78,433.43	\$102,121.83
Salaries - Clerical	1,972.64	19,911.97	28,980.00
Social Security	38.56	3,573.42	4,036.36
Annuity	0.00	2,644.18	5,947.18
Belleville - Retirement	41.00	410.82	102.82
Hospitalization	197.16	1,723.11	1,800.00
Bookkeeping	180.00	1,800.00	2,160.00
Audit	0.00	300.00	500.00
Melly Service	0.00	1,004.27	0.00
Carfare	23.90	392.60	885.00
Telephone	363.05	3,710.45	4,560.00
Postage	31.50	327.01	600.00
Printing & Office Supplies	199.75	1,908.44	1,700.00
Literature	18.00	73.45	225.00
Light & Heat	71.46	907.05	1,300.00
Equipment Repair & Rental	43.66	360.65	(3,500.00
Building Repair	0.00	22.65	(
New Equipment	0.00	79.60	1,500.00
Cleaning Service	228.50	2,582.50	3,500.00
Janitor's Supplies	36.37	107.55	250.00
Insurance	0.00	455.00	1,500.00
Dues & Contributions	32.00	4,340.00	4,200.00
Conferences	170.15	996.36	2,000.00
Annual & Board Meetings	73.52	859.56	700.00
Adv. Pub. Rel.	90.55	966.25	675.00
Auto Expense	132.25	1,295.15	1,600.00
Rent - Belleville	128.00	1,196.00	1,560.00
Ancillary Personnel	40.00	374.00	0.00
Psychiatric Consultation	300.00	2,400.00	3,750.00
Cash Relief	98.50	684.35	600.00
Miscellaneous	1.20	338.27	850.00
	<u>\$12,442.75</u>	<u>\$134,178.09</u>	<u>\$181,433.19</u>

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MEETING OF THE CASE COMMITTEE
NOVEMBER 14, 1967

Present:	Mr. Schein	Mrs. Warren
	Mr. Baldwin	Mrs. Chaitowitz
	Miss Duffy	Mrs. Casey
	Mrs. Rosenberg	Mr. Kilduff

This meeting of the Case Committee was devoted to an analysis of the core services of the agency. The question was asked by some of the committee at the last meeting whether the core service of the agency was being affected because of the different projects in which the agency was now engaged.

Since the last meeting, the entire case load of the agency was reviewed and as of the end of October 1967, there were 267 families on the active case load. In this number the presenting problems were broken down this way:

Premarital	3
Marriage Counseling	99
Parent-child	40
Personal adjustment	59
Parents alone	28
Mental illness	9
Unwed mothers	12
Older citizens	6
Alcoholism in family	11

At the present time the agency is conducting group sessions, the participants of which are coming from the core case load. There is an adolescent group, family group and efforts have been made to try to involve the mothers of the adolescents in a mother's group. This has been characterized by enthusiasm for the participation of their children in the group but a reluctance to becoming involved themselves. An analysis of the core program of the agency indicates that it has not been diminished by the various research programs in which the agency is now involved, in fact, it has been enhanced by involvement in these programs because some of the workers in the agency have increased their work week to maintain and carry out the programs now operating within the Bureau. Some of the cases in the 267 figure have come directly from the agency's participation in projects such as ENABLE, SEED and Victoria Foundation.

The 267 figure does not include the number of cases being handled by the agency in the CEP-TEAM program.

The agency did experiment with decentralized intake in order to test out planned short-term treatment without necessitating a transfer of workers. At the present time it appears that it is difficult to determine at intake what the length of time for con-

tact will be, with some exceptions. For this reason the experimentation is continuing in order to work out a more efficient application procedure. In this connection some of the present experimentation being done by P.S.A.A. through their Research Dept. was shared with the Case Committee and the way in which we have participated in this in terms of trying to measure progress by the fifth interview.

The next meeting of the Case Committee will take place on the second Tuesday in January 1968.

Bernard Schein
Chairman